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OFFICE OF DATA PROCESSING

ALMANAC

OCTOBER 1976

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DIRECTORATE FOR ADMINISTRATION

OFFICE OF DATA PROCESSING

OCTOBER 1976

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Summary of Major Projects

- COMIREX Automated Management System (CAMS)
- Support for the Analyst File Environment (SAFE)
- General Accounting System (GAS)
- Telemetry Analysis and Display System (TADS)
- Payroll System
- ODP Computer Systems Plan
- Personnel Assignment System (PERSIGN)
- Financial Resources System (FRS)

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### Introduction

This paper is intended as a brief description of the Office of Data Processing and its activities.

The Office is a relatively new office. It grew out of the CIA Automatic Data Processing Staff which was established under the Deputy Director for Support on 25 May 1961. On 5 August 1963 the CIA ADP Staff was made an Office, the Office of Computer Services, and placed in the Directorate for Science and Technology. In April 1973, with the placement of the Office in the Directorate for Management and Services, the name was changed to the Office of Joint Computer Support.

Several significant consolidations of computer activity in OJCS have come about since 1963. In November of that year, the Automatic Data Processing Division of the Office of the Comptroller was transferred to OJCS. Computer activities in the Office of Central Reference Service were consolidated in OJCS during FY 1974, making possible the release of the CRS computer system in November 1973. The computers supporting the Information Systems Group, DDO, were placed under OJCS management effective with the FY 1975 budget year.

In June 1976 the Office of Joint Computer Support was renamed the Office of Data Processing and reorganized with two Deputy Directors. The Deputy Director for Processing includes the operation of the computer centers, the hardware engineering, system software programming, production of computer jobs and data base management. The Deputy Director for Applications has 4 divisions that analyze customer requirements and develop computer systems and programs to meet those requirements, and is responsible for providing EDP training on an Agency-wide basis.

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MISSION AND FUNCTIONS  
(From Headquarters Regulation [REDACTED])

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- (1) MISSION. The Director of Data Processing is responsible for operating a central computer service to satisfy Automatic Data Processing (ADP) requests from any component.
- (2) FUNCTIONS. The Director of Data Processing
  - (a) performs feasibility studies and analyses of ADP systems, develops new computer application programs, and performs maintenance and production control of completed applications programs;
  - (b) prepares or acquires the computer software required in the computer systems operated by ODP;
  - (c) equips and operates a computer center to perform a full range of ADP services;
  - (d) provides remote terminal equipment required by user components;
  - (e) implements established security policies and, where appropriate, develops security measures for ODP ADP systems in collaboration with the Office of Security, Office of Communications, other Agency components, and members of the Intelligence Community;
  - (f) develops and conducts ADP training programs to meet Agency-wide requirements;
  - (g) reviews and coordinates proposals for the acquisition of computer programs and equipment.

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Office of Data Processing (DD/A/ODP)

Functions: ODP is responsible for providing centralized data processing resources and activities in support of the Agency mission. ODP operates two major computer centers and provides the following central data processing facilities and services: large capacity batch computer processing; interactive computer processing through remote terminal networks; data base management systems; technical guidance and training related to ODP computers; feasibility studies, system design and program development; development of integrated hardware and software systems in support of special projects; and review and coordination of proposals for the acquisition or development of computer programs and equipment by other Agency components. In addition to the central computer facilities operated by ODP, certain special applications are supported by computers under the control of other components, such as National Photographic Interpretation Center, Office of Communications, Office of ELINT, and Office of Development and Engineering. The computer applications developed by ODP support a wide variety of intelligence collection, analysis, production, and support functions, including sophisticated technical systems, analytical models, medical technology, and integrated data base management systems. This requires ODP personnel to maintain technical and managerial skills related to every facet of the Agency mission in addition to computer science.

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Director of Data Processing: Clifford D. May, Jr., GS-18, age 54. Mr. May studied electrical engineering at Iowa State College and is a graduate of the Industrial College of the Armed Forces. After service in the Army during World War II, he served in various civilian management positions in the Department of the Army related to worldwide telecommunications systems. In 1960, Mr. May joined the initial cadre that established the Defense Communications Agency and remained there in technical and managerial positions through 1973 except for an 18-month period when he served as the Manager, Telecommunications Systems Department, IBM Federal Systems Division. He participated in SALT IV and V and headed the team that negotiated the "Satellite Hot Line" treaty.

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became the Director of Data Processing in April 1976.

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Automatic Data Processing Management and Administration

In May 1974 the Comptroller and Deputy Directors agreed on the abolishment of the Information Processing Board and the Information Processing Staff. Coordination responsibility for ADP acquisition was delegated to ODP.

In order to clarify policy and responsibilities, ODP drafted a Headquarters Regulation for Automatic Data Processing and Administration, [REDACTED]

This regulation was published on 13 August 1975. A copy follows.

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### 15. AUTOMATIC DATA PROCESSING MANAGEMENT AND ADMINISTRATION

a. **POLICY.** By law, the General Services Administration (GSA) controls the Government-wide acquisition of automatic data processing services and equipment. GSA, however, has delegated certain procurement authority to the Agency. It is Agency policy to manage and administer its automatic data processing activities in a cost-effective manner that is responsive to Agency needs and consistent with the GSA delegation of authority to the Agency. This delegation requires the implementation of applicable procurement regulations and all provisions of the Federal Property Management Regulations, in particular FPMR 101-32, Government-Wide Automated Data Management Services.

#### b. DEFINITIONS

- (1) "Automatic Data Processing Equipment (ADPE)" includes digital, analog or hybrid computer equipment, and auxiliary equipment such as plotters, terminals, and optical character readers.
- (2) "Automatic Data Processing (ADP)" includes those activities that are inseparable from the operation of ADPE such as ADP systems analysis and design, programming, ADP training, and maintenance of ADPE.
- (3) "Software" encompasses all programs and routines, such as compilers, assemblers, narrators, and subroutines, that are used to extend the capabilities of computers.

#### c. RESPONSIBILITIES

- (1) Deputy Directors and Heads of Independent Offices are responsible for the following:
  - (a) Ensuring that proposed ADP applications are reviewed for possible policy or legal implications and, if necessary, coordinating with the Office of General Counsel and other offices as appropriate before approving the application.
  - (b) Identifying activities that can be improved or handled more economically by ADP methods.
  - (c) Advising the Director of Data Processing promptly of ADP support requirements so they can be evaluated and included in the plans and programs of the Office of Data Processing (ODP).
  - (d) Coordinating with ODP any plan or proposal that would establish ADP functions such as systems analysis, software development, computer operations, or ADP training in other components.
  - (e) Coordinating with ODP proposals for ADP hardware or contract services that involve any of the following:
    - (1) Procurement of a new ADP hardware system (i.e., containing a new or changed Central Processing Unit).
    - (2) Upgrading or expansion of an installed computer system when the additional annual rental cost is \$50,000 or more, or the additional purchase cost is \$150,000 or more.
    - (3) Procurement of ADP system design, programming, or other services (excluding equipment maintenance) when the annual cost is \$25,000 or more.
  - (f) Consulting with the Office of Logistics on any planned ADP procurement, irrespective of dollar value, prior to initiating discussions with potential suppliers.

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- (g) Adhering to the Office of Logistics publication "Guidelines for the Preparation of Specifications, Selection and Acquisition of ADP Systems."
- (h) Reporting to ODP information on ADP equipment and resources for inclusion in the Agency's ADP Management Information System.
- (2) Directorate, Independent Office, and subordinate office-level ADP Control Officers are responsible for administering ADP matters within their jurisdictions, including evaluating and establishing priorities for ADP service requests.
- (3) The Office of Data Processing is responsible for operating a central computer service to satisfy ADP requests from Agency components. These functions include:
  - (a) Reviewing and coordinating proposals for acquisition of computer equipment.
  - (b) Performing feasibility studies and analysis of ADP systems.
  - (c) Preparing or acquiring the computer software necessary to operate its computer system.
  - (d) Planning, installing, and operating ADPE.
  - (e) Providing remote terminal equipment required by ODP user components.
  - (f) Implementing established security policies and, where appropriate, developing security measures for its ADP systems in coordination with the Office of Security, Office of Communications, other concerned Agency components, and members of the Intelligence Community.
  - (g) Developing and coordinating ADP training programs to meet Agency-wide requirements.
- (4) The Office of Security is responsible for developing security policy for ADP systems and for advising and coordinating with other Agency components in the establishment of security standards and procedures for Agency computer facilities and activities.
- (5) The Office of Communications is responsible for developing and installing data communication systems and for evaluating emanations tests of ADP equipment.
- (6) The Office of Logistics is responsible for procuring ADP equipment, software, services, and supplies under the GSA delegation of procurement authority except as otherwise specifically delegated by the DCI. The Office of Logistics also is responsible for providing the utilities and special computer room facilities required by ADP equipment.
- d. **PROCEDURES.** The following procedures will be used for requesting ADP services, procuring ADP equipment and software, disposing of surplus equipment, and reporting information on ADP activities.
  - (1) **COORDINATION WITH ODP**
    - (a) Agency components will coordinate their requirements for ADP services, equipment, or software with ODP as soon as practicable so that ODP can participate in the early planning phase.
    - (b) Agency components that have requirements for ADP services to be provided by ODP will prepare a Form 930, Computer Services Request, and forward it to ODP through appropriate approval channels, including the Directorate or Independent Office of ADP Control Officer.



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Depending upon the services requested, ODP may either (1) proceed directly with the work; (2) prepare a proposal indicating the estimated resources and a schedule for the work; or (3) recommend that the work not be done and give reasons for this recommendation.

- (c) Formal proposals by Agency components for procurement of ADP equipment, software, or contract services that meet the criteria described in subparagraph c(1)(e) above will be coordinated in writing with ODP before procurement action is taken.

(1) If ODP concurs in the proposal, final approval will be made by the appropriate approving officer within the originating Directorate or Independent Office.

(2) If ODP does not concur in the proposal, the originating Directorate or Independent Office may appeal to the Deputy Director for Administration. If the appeal is denied it may be submitted to the Director. Before appealing the issue, the sponsoring component and ODP will make every effort to resolve the nonconcurrency.

(3) ODP, in its role as coordinator, will consider such factors as the feasibility of using ADP methods to meet the requirements; the adequacy of the ADP plan to perform the functions specified; the compatibility with other operations; any significant shortcomings in the proposal (e.g., in equipment, software, expected vendor performance, scheduling, or manpower requirements); and whether there is duplication of existing capabilities. ODP will determine if the component making the proposal should install and operate its own ADP system or if an ODP system could more suitably satisfy the requirement.

(d) Requests for procurement of ADP equipment, software, or contract services that do not meet the criteria described in subparagraph c(1)(e) above do not require coordination with ODP. Such requests should be forwarded to the Office of Logistics, through ODP as an information addressee.

(e) Components with surplus ADP equipment should inform ODP as soon as possible. If ODP determines that such equipment is surplus to the needs of the Agency, the Office of Logistics will dispose of the equipment through normal procedures.

(f) An ADP Management Information System (ADP/MIS) is maintained by ODP. This system includes a detailed inventory of ADP equipment installed or planned for the Agency and other information relating to ADP skills and costs of salaries, equipment, communications, site preparation, etc. Offices are required to furnish data for periodically updating the ADP/MIS in accordance with procedures established in the ADP/MIS Manual dated March 1971.

(2) COORDINATION WITH OTHER COMPONENTS

(a) ADP proposals involving significant security standards and procedures will be coordinated with the Office of Security.

(b) ADP proposals that have a significant impact on space requirements, electrical power, air-conditioning, and other utilities will be coordinated with the Real Estate and Construction Division, Office of Logistics.

(c) ADP proposals that have a significant impact on communications facilities will be coordinated with the Office of Communications.

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- (3) **PROCUREMENT BY THE OFFICE OF LOGISTICS.** The Office of Logistics will handle ADP procurement requests in accordance with the GSA requirements for ADP procurement. The Office of Logistics will determine that appropriate systems analysis, systems specifications, requests for proposals, evaluation techniques, etc., are documented and applied in the procurement process. ODP and the component requesting the procurement action will provide such technical information as required by the Office of Logistics.

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### Summary of ODP Activities

The following is a brief description of the activities and resources in each of the ODP components.

#### Administrative Staff

The Administrative Staff functions may be summarized as follows:

- Acts as the ODP focal point for actions concerned with hiring, assigning, training and administering personnel.
- Provides counseling to employees on personnel procedures and career development.
- Interacts with the Office of Security on actions concerned with the clearance of staff personnel and contractors.
- Acts as ODP focal point for administrative actions concerned with office space, transportation, procurement records and other logistical functions.
- Operates the ODP registry.

In FY 1977 there are [REDACTED] budgeted for the Administrative Staff.

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#### Management Staff

The Management Staff functions include the following:

- Prepares programs and budgets
- Acts as comptroller for ODP funds
- Provides staff review and coordination for major ADP acquisitions
- Analyzes trends in requirements and services
- Develops an annual 5-year ADP plan
- Administers MBO system

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- Investigates computer security breeches and initiates corrective actions

In FY 1977 there are [REDACTED] budgeted for the Management Staff.

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### Computer Applications Divisions

Four Applications Divisions have been established. The activities in all of these are similar. Applications Divisions are responsible for the analysis, development, and maintenance of computer applications to satisfy requirements originating from various Agency components. To carry out this responsibility these divisions must employ individuals who are able to respond to requirements pertinent to a broad range of disciplines. In addition to fundamental computer skills, systems analysts and programmers must have a working knowledge of the problem area that their systems or programs support. For example, Applications personnel working with the Office of Finance must understand general accounting, payroll and financial management procedures. To support scientific and technical projects, they must understand the complex mathematics involved in the determination of trajectories and orbits, signal analysis techniques, radio propagation, antenna design, etc. To support users in other areas they must understand war gaming, economic modeling, medical technology and other special fields of knowledge.

The functions in each Applications Division may be summarized as follows:

- Provides technical consultation with components who have a requirement for computer support.
- Develops proposals, feasibility studies, and cost analyses for new computer applications or extensions of current applications.
- Develops computer systems, prepares programs, test systems or programs, and provides overall documentation for applications.
- Instructs the customer in the role that he must perform to bring about a successful computer application.
- Maintains responsibility for applications until they are operating satisfactorily and can be turned over to Processing or the user for continued operation.

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In FY 1977 there are [REDACTED] budgeted for the four Applications Divisions.

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Operations Division

The Operations Division is, in effect, the "production facility" within ODP. It is here that the major computer systems are installed and operated. This equipment is more fully detailed under TAB 10, ADP Equipment.

There are presently two areas where major computer systems are installed, GC-03 and GC-47. A first floor area, 1D-1605, is used for disk storage devices. Additional computer space will be prepared on the first floor to accommodate equipment projected in the ODP equipment plan. Data preparation equipment (IV Phase key-to-disk and UNIVAC key-punch equipment) is installed in GE-0423 and in Room 510, Key Building. The latter location serves the data preparation requirements of the Office of Finance..

The Computer Centers, GC-03 and GC-47, operate 24 hours per day, 7 days per week.

Some feel for the scope of current operations can be gained from the following data:

- Approximately 1800 batch jobs are processed each day.
- 1900 users have access to interactive services.
- 39,000 magnetic tapes are in use.
- Over 65 magnetic tape drives are installed.
- Nine large computers are in operation:
  - 2 - IBM 360/65's
  - 1 - IBM 360/67
  - 1 - IBM 360/195
  - 3 - IBM 370/158's
  - 2 - IBM 370/168's
- Equipment from 26 manufacturers is in use.
- The FY 1977 buget consists of [REDACTED]

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Operations Division functions may be summarized as follows:

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- Operates and schedules work to be processed on the computer equipment located in GC-03, GC-47, and 1D-1605, Headquarters.
- Operates the Chamber of Commerce and 4F-50, Headquarters data access stations, and the Agency's  computing facilities.
- Controls disk packs and manages a magnetic tape library.
- Maintains a receiving and distribution point for input to, and output from, the GC-03 and GC-47 Centers.
- Processes requests for offsite data storage.
- Executes special plans as directed by the Processing Review Board.
- Produces the Center's short-range (maximum four weeks) scheduling and operating plans.
- Identifies and reports incidents adversely affecting the operation of ODP's computing system to the Chief Engineer.
- Provides information on the utilization of equipment and resources so that an accounting of the cost for various jobs and applications can be provided to users.

#### Engineering Division

The Engineering Division has primary responsibility for planning the configuration of computer equipment and operating system software necessary to support the collective requirements of ODP users.

Engineering Division functions may be summarized as follows:

- Installs computer equipment.

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- Analyzes projected user workload for the various types of computer services provided by ODP.
- Supervises the maintenance of equipment which is performed by contractors.
- Develops plans for upgrading present facilities so that appropriate capacity, reliability, stability and back up is included in ODP computer systems.
- Develops special equipment or systems such as computer terminals (Delta Data), and data communications processors (COMTEN).
- Collaborates with Computer Operations, Systems Programming and GIMS Division in the solution of hardware or software problems.

In FY 1977 there are [REDACTED] budgeted for the Engineering Division.

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#### Systems Programming Division

The Systems Programming Division is responsible for maintaining the current ODP operating system software.

Functions may be summarized as follows:

- Maintain special software packages such as compilers and assemblers.
- Evaluates operating system software and general purpose software related to ODP operations or proposed by other computer components.
- Develops, acquires, modifies, tests and maintains operating system software or general purpose software for use with batch, timesharing and on-line systems.

In FY 1977 there are [REDACTED] budgeted for the Systems Programming Division.

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#### GIMS Division

The Generalized Information Management System (GIMS) Division is responsible for providing special services for

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a select group of customers who use the GIMS system for processing their data.

Functions may be summarized as follows:

- Maintenance of GIMS computer software.
- Management of the GIMS data bases.
- Operation of the Data Access Centers (DAC) for decentralized data input, processing, and retrieval functions.
- Management of software contracts related to GIMS.
- Development of measurement data for analyzing GIMS performance.

In FY 1977 there are [REDACTED] budgeted  
for the GIMS Division.

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Production Division

The Production Division has primary responsibility for initiating production processes for computer applications that have reached operational status and distributing computer output.

Functions may be summarized as follows:

- Documentation of production programs.
- Preparation of job control language programs.
- Preparation and distribution of computer output.
- Maintenance of library of applications and programs.
- Provides data conversion and key-punch services at Key Building and two Headquarters facilities.
- Operates the Xerox 1200 computer-printing facilities.

In FY 1977 there are [REDACTED] budgeted  
for the Production Division.

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Special Projects Staff

The Special Projects Staff is responsible for the analysis of requirements for the development of unique or dedicated computer processing systems, including the management and technical support required for implementation.

Illustrative of such systems is Support for Analyst File Environment (Project SAFE), a major new system concept involving automation of the functions common to intelligence analysts. The functions include receipt of intelligence items, construction of intelligence files, storage and retrieval of information, manipulation of research data, etc.

In FY 1977 there are [REDACTED] budgeted for the Special Projects Staff.

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### Types of Computer Services Provided by ODP

The services provided by ODP may be divided into four major categories:

- Batch Service
- Interactive Service
- Data Base Management Service
- Professional Service

These services are described in the following paragraphs.

#### Batch Service

This service involves jobs in which all of the programmed input and output are predefined and specified to the computer system through a set of control cards commonly called Job Control Language (JCL). Such jobs may be entered into the computer system through a card reader located in the Computer Center or through Remote Job Entry (RJE) stations located in Data Access Centers in the Headquarters building or other Agency buildings. Jobs may also be transferred to Batch Service computers from Interactive Service computers. Once entered into the Batch Service computer, the Operating System software takes control and, according to job priority, required resources (memory, tape drives, disk packs, etc.) and other factors, processes the job.

#### Interactive Service

Interactive Service, as the name suggests, provides an ability for the user of the service to interact with the computer. This kind of service is sometimes referred to as conversational computing or time sharing. The user of such services communicates with the computer through a computer terminal, either typewriter terminals which produce hard copy, or visual display (cathode ray tube) terminals which may have printers attached. The user may enter data, search data, construct computer programs, test computer programs, process jobs, obtain output, and perform various other functions in an interactive mode. While so doing, he is sharing the computer with many other users who are performing similar functions. Depending upon the total number of concurrent users on the system and the types of functions and workloads that each is introducing, response from the system to the user's commands may be so quick that one is given the impression that he is the only user, or so poor that one is discouraged from using the system. As mentioned under Batch

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Service, it is also possible to transfer jobs (one interaction is no longer required) from the Interactive Service computer to Batch Service computers.

#### Data Base Management Service

Many modern day computer applications require so-called Data Base Management Systems. Data Base Management Systems normally involve medium to large scale data files which are stored online and are available to many users through computer terminals for such functions as updating, querying, and report generation. Management of such systems is critical because of the number of users and the need for system control. Data integrity must be carefully maintained during updating functions, report generation, and system malfunctions. A Data Base Manager coordinates actions with users of the system and operators of the computer to maintain this control. ODP uses the Generalized Information Management System (GIMS), a TRW-developed software system, to support data base management applications.

#### Professional Service

Professional Services consist of systems analysis, feasibility studies, system proposals, systems design, programming, testing, user training, and production management of on-going applications.

#### Accounting for Services

ODP gathers data on the use of the above services by Office and project. Monthly reports (Project Activity Reports) are produced which show service costs by Office and project.

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General Statistical Data

| <u>Description</u>   | <u>FY-75</u> | <u>FY-76</u> | <u>FY-77</u> |
|--|--------------|--------------|--------------|
| Average number of batch jobs processed per day   | 1288         | 1830         | 2090         |
| Average number of CPU hours per day used for processing of batch work (expressed in terms of equivalent IBM 360/65 hours. Ratios to IBM 360/65 are: 360/195 1:7, IBM 370/168 1:4, IBM 370/158 1:1  | 95           | 115          | 147          |
| Average number of log-ons or sessions of use of interactive service (CP/67 or VM/370) per day  | 1028         | 1600         | 2000         |
| Number of users with passwords that will allow them to use interactive service (CP/67 or VM/370) as of end of fiscal year  | 1550         | 1900         | 2100         |
| Number of terminals connected to ODP computers as of end of fiscal year (CRT and printer combinations are counted as a single terminal. Special terminals, remote job entry, BR-90, IBM 2250 graphics terminal, etc. and SAFE System terminals are not included) | 416          | 551          | 780          |
| Average number of transactions per day for Generalized Information Management (GIM II) System (Prime Shift)  | 6000         | 9000         | 12000        |
| Number of job requests, Form 930, received during fiscal year (development of new system or programs; changes in on-going applications; etc.)  | 790          | 758          | 825          |

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| <u>Description</u>  | <u>FY-75</u>   | <u>FY-76</u> | <u>FY-77</u> |
|---|--|--------------|--------------|
| Number of disk packs in use as<br>end of fiscal year        | 650  | 750          | 850          |
| Number of magnetic tapes in<br>use as of end of fiscal year | 34000  | 39000        | 40000        |
| Staff Personnel   |  |              |              |
| Budget (Thousands of Dollars)                               |  |              |              |
| Sq Ft of Office/Equipment<br>Space                          |  |              |              |

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PERCENTAGE DISTRIBUTION OF ODP RESOURCES  
TO DIRECTORATES

| <u>Component</u> | <u>FY 1974</u> | <u>FY 1975</u> | <u>FY 1976</u> |
|------------------|----------------|----------------|----------------|
| DCI              | 7              | 1              | 1              |
| DDI              | 20             | 22             | 25             |
| DDA              | 41             | 37             | 36             |
| DDS&T            | 31             | 21             | 22             |
| DDO              | <u>1</u>       | <u>19</u>      | <u>16</u>      |
|                  | 100%           | 100%           | 100%           |

Note: The computer system in the Office of Central Reference Service was released in November 1973. Thereafter, ODP provided computer service for the DDI. The DDO Computer Center is included in the FY 1975 and FY 1976 percentages.

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ADP EQUIPMENT IN ODP  
(As of 30 June 1976)

Computers

|               |           |
|---------------|-----------|
| IBM 360/65-1  | (2.5 MBM) |
| IBM 360/65-2  | (2.5 MBM) |
| IBM 360/67-1  | (1 MBM)   |
| IBM 360/195   | (3 MBM)   |
| IBM 370/158-1 | (3 MBM)   |
| IBM 370/158-2 | (3 MBM)   |
| IBM 370/158-R | (2 MBM)   |
| IBM 370/158-B | (2 MBM)   |
| IBM 370/168-1 | (4 MBM)   |
| IBM 370/168-2 | (4 MBM)   |
| IBM 360/20-1  |           |
| IBM 360/20-2  |           |
| PDP 11-1      |           |
| PDP 11-2      |           |

Other Equipment

CDC 955 Page Reader  
Xerox 1200 Forms Printer  
CONTEN 3670 Data Communications Controller (4)  
CALCOMP 1130 Plotter  
IBM-2250 Graphics Display  
Remote Job Entry Stations - HETRA (24)  
Mohawk 2501 Printers (2)  
Tape Drives (66)  
Printers (13)  
Card Read/Punch (7)  
Paper Tape Reader (2)  
Paper Tape Punch  
Disk Storage Spindles (361)  
Drums (15)  
EAM Punches Card Machines (69)  
Computer Terminals (882)  
Key-to-Disk Systems (2)

NOTE:

Includes equipment for GC47 and GC03 computer centers.  
MBM - Million Bytes of Storage

PURCHASED AND RENTED EQUIPMENT  
(As of 30 June 1976)

| <u>Equipment</u>          | <u>MBM</u> | <u>Purchased</u> | <u>Rented</u> |
|---------------------------|------------|------------------|---------------|
| <u>Computers</u>          |            |                  |               |
| IBM 360/65-1              | 2.5        | 1                |               |
| IBM 360/65-2              | 2.5        | 1                |               |
| IBM 360/67-1              | 1          | 1                |               |
| IBM 360/195               | 3          | 1*               |               |
| IBM 370/158-1             | 3          | 1*               |               |
| IBM 370/158-2**           | 3          |                  | 1             |
| IBM 370/158-R             | 2          | 1*               |               |
| IBM 370/158-B             | 2          | 1*               |               |
| IBM 370/168-1             | 4          | 1*               |               |
| IBM 370/168-2             | 4          | 1*               |               |
| IBM 360/20-1              |            | 1                |               |
| IBM 360/20-2              |            | 1                |               |
| PDP 11-1                  |            | 1                |               |
| PDP 11-2                  |            | 1                |               |
| <u>Other Components</u>   |            |                  |               |
| CDC 955 Page reader       |            | 1                | 1             |
| Xerox 1200 Forms Printer  |            |                  | 3             |
| COMTEN 3670 Controller    |            | 1                |               |
| CALCOMP 1130 Plotter      |            | 1                |               |
| Gould Plotter             |            | 2                |               |
| IBM 2250 Graphics Display |            |                  | 1             |
| Remote Job Entry Stations |            | 24               |               |
| Mohawk 2501 Printer       |            | 2                |               |
| Tape Drives               |            | 64               | 2             |
| Printers                  |            | 9                | 4             |
| Card Read Punch           |            | 6                | 1             |
| Paper Tape Readers        |            |                  | 2             |
| Disk Storage Spindles     |            | 226              | 135           |
| Drums                     |            | 6                | 9             |
| EAM Punched Card Machines |            |                  | 69            |
| Computer Terminals***     |            | 832              | 50            |
| Key-to-Disk Systems       |            | 2                |               |

NOTE:

\*Indicates purchase under Alternate Purchase Plan (APP)

\*\*Last day of rental was 30 June 1976

\*\*\*Includes terminals in stock

MBM - Million Bytes of Storage

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ODP COMPUTER TERMINAL INSTALLATIONS BY COMPONENT  
(As of 30 June 1976)

| <u>Components</u> | <u>Display<br/>Terminals</u> | <u>Printer<br/>Terminals</u> | <u>Typewriter<br/>Terminals</u> | <u>Total</u> |
|-------------------|------------------------------|------------------------------|---------------------------------|--------------|
| O/DCI             | 1                            | 1                            |                                 | 2            |
| OGC               | 1                            | 1                            |                                 | 2            |
| OIG               | 1                            |                              |                                 | 1            |
| O/Compt           | 1                            | 1                            | 1                               | 3            |
| IC                | 2                            | 5                            | 2                               | 9            |
| Total DCI         | <u>6</u>                     | <u>8</u>                     | <u>3</u>                        | <u>17</u>    |
| O/DDI             | 10                           | 10                           |                                 | 20           |
| CGAS              | 3                            | 1                            |                                 | 4            |
| OSR               | 20                           | 8                            | 1                               | 29           |
| OPR               | 2                            | 2                            | 2                               | 6            |
| OGCR              | 5                            | 1                            |                                 | 6            |
| CRS               | 44                           | 19                           | 2                               | 65           |
| OER               | 14                           | 2                            | 10                              | 26           |
| COMIREX           | 13                           | 3                            |                                 | 16           |
| IAS               | 4                            | 2                            |                                 | 6            |
| OCI               | 2                            | 3                            | 1                               | 6            |
| Total DDI         | <u>117</u>                   | <u>51</u>                    | <u>16</u>                       | <u>184</u>   |
| O/DDA             | 1                            | 1                            |                                 | 2            |
| OF                | 5                            | 1                            | 1                               | 7            |
| OMS               | 2                            | 2                            |                                 | 4            |
| OC                | 11                           | 2                            | 2                               | 15           |
| OL                | 15                           | 5                            |                                 | 20           |
| OP                | 8                            | 3                            | 1                               | 12           |
| OS                | 18                           | 9                            | 2                               | 29           |
| OTR               | 4                            | 2                            | 6                               | 12           |
| ODP               | 124                          | 28                           | 25                              | 177          |
| Total DDA         | <u>188</u>                   | <u>53</u>                    | <u>37</u>                       | <u>278</u>   |
| O/DDS&T           | 2                            | 1                            |                                 | 3            |
| OEL               | 6                            | 4                            | 2                               | 12           |
| ORD               | 3                            | 2                            | 2                               | 7            |
| OSI               | 5                            | 3                            | 6                               | 14           |
| OWI               | 15                           | 4                            | 3                               | 22           |
| OD&E              | 12                           | 6                            |                                 | 18           |
| OTS               | 4                            | 2                            | 1                               | 7            |
| NPIC              | 4                            | 2                            |                                 | 6            |
| Total DDS&T       | <u>51</u>                    | <u>24</u>                    | <u>14</u>                       | <u>89</u>    |
| O/DDO             | 2                            | 2                            | 1                               | 5            |
| C&CS              | 3                            | 3                            |                                 | 6            |
| ISG               | 74                           | 2                            | 23                              | 99           |
| SE                | 2                            |                              |                                 | 2            |
| OPS               | 8                            | 1                            |                                 | 9            |
| EA                | 1                            | 1                            |                                 | 2            |
| NE                | 1                            | 1                            |                                 | 2            |
| EUR               | 1                            | 1                            |                                 | 2            |
| DIVD              | 3                            |                              |                                 | 3            |

Total ODP Approved For Release 2002/01/08 : CIA-RDP90-00992R000100030008-0 130

Grand Total 457

147

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PROJECTED ADDITIONAL COMPUTER TERMINALS  
BY COMPONENT FOR FY 1976 AND FY 1977

| <u>Components</u> | <u>Number of Terminals</u> |                |
|-------------------|----------------------------|----------------|
|                   | <u>FY 1977</u>             | <u>FY 1978</u> |
| O/DCI             |                            | 2              |
| OGC               |                            | 1              |
| Total DCI         |                            | <u>3</u>       |
| OSR               | 4                          | 18             |
| OPR               | 1                          | 9              |
| OGCR              | 2                          | 3              |
| CRS               | 25                         | 16             |
| OER               | 10                         | 11             |
| COMIREX           | 13                         |                |
| IAS               | 2                          | 2              |
| CGAS              |                            | 2              |
| CIA/OPS           | 2                          | 7              |
| OCI               | 4                          | 5              |
| Total DDI         | <u>63</u>                  | <u>77</u>      |
| O/DDA             | 1                          |                |
| OMS               | 1                          | 1              |
| OC                | 1                          |                |
| OL                | 2                          | 2              |
| OP                | 2                          | 3              |
| OTR               | 3                          | 6              |
| ODP               | 15                         | 22             |
| OF                | 6                          |                |
| Total DDA         | <u>31</u>                  | <u>34</u>      |
| OEL               | 2                          |                |
| ORD               | 2                          | 4              |
| OSI               | 1                          | 1              |
| OWI               | 4                          | 8              |
| OD&E              | 2                          |                |
| OTS               | 2                          | 1              |
| NPIC              | 5                          | 2              |
| Total DDS&T       | <u>18</u>                  | <u>16</u>      |
| Total DDO         | 32                         | 20             |
| Grand Total       | 144                        | 150            |

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TAB



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Summary of Major Projects

1. COMIREX Automated Management System (CAMS)

CAMS is a developmental effort for a computer system to provide the COMIREX Staff with an effective means for managing the collection, exploitation, and processing of intelligence from overhead reconnaissance. With the advent of a planned new collection system in early FY 1977, more sophisticated and timely management and tasking techniques must be available to COMIREX.

ODP is responsible for development, installation, and operation of the system (software and hardware). Substantial contractor effort is involved for software development and testing. In FY 1977, \$390,000 is budgeted for CAMS and in FY 1978 \$1,150,000 is budgeted.

The hardware system will be comprised of an IBM 360/65 computer 29 computer terminals, and one high speed line printer. Eight of the computer terminals will be at non-CIA facilities in the Intelligence Community.

An extremely tight schedule requires development and implementation of an initial operating system by October 1976. This project is rated as the number one priority in ODP.

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2. Support for the Analyst File Environment (SAFE)

SAFE is a major developmental effort conceived by the Central Reference Service for a computer system responsive to the needs of analysts in the production offices of the Agency. The concept is that of a multipurpose Agency-wide information processing system operating through online terminals widely distributed among the production offices. SAFE will permit the individual analyst to view his daily mail online, route particular items to other analysts, build computer files for himself or his Office, and to maintain online files. The system will allow the analyst to store complete text, an abstract, or an index record, and to include his own comments on such items. The system will allow the analyst to search the files he creates and to do this in a more thorough manner than he could normally search conventional files. Where document representations are stored in files, SAFE will provide the necessary full text backup, either in digital storage of text, or more commonly, microforms.

The SAFE System will be a dedicated computer system that may serve as many as 2100 analysts and support personnel. Currently there is an Interim SAFE System which provides a test bed for some of the concepts and facilities planned for the SAFE System. Some 320 analysts in 57 components are making significant use of the Interim SAFE System.

Within ODP the Special Projects Staff has responsibility for the SAFE Project. The Project Director, SAFE, takes his direction from a Steering Committee composed of the Directors and Deputy Directors of the Central Reference Service and the Office of Data Processing. The D/CRS is the chairman of the committee. The major share of the Agency's SAFE funds are under the direct control of CRS. However, the ODP SAFE effort is organized under the Project Director, SAFE, and a separate resource package including [REDACTED] has been established in the ODP FY 1977 budget.

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The total cost for building SAFE by FY 1980 is now estimated by SPS at approximately \$35 million.

The relationship between CRS and ODP in the development of SAFE will be the normal relationship that prevails in computer system development projects. CRS (the user) will set the requirements for the system. ODP (the system designer) will develop hardware/software specifications to meet the functional requirements of the system. ODP will acquire the hardware and software and set up the facility for operation. CRS will evaluate and test the system as a condition of its acceptance of the system. ODP will operate and maintain the system (hardware and software) as a computer facility.

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### 3. General Accounting System (GAS)

The current computer system for the Agency's general accounting has been in operation for over fifteen years. The system started with the installation of RCA 501 computer equipment, and there have been many modifications and adjustments to the system over the years.

GAS is a completely new computer system designed to provide the advantages of techniques and equipment which are now available to computer users such as data base management; improved data editing and entry; interaction with related computer systems for contract information, financial resources, and payroll; better daily and monthly controls; and more timely and informative reports.

With the development of this system, the current programs for general accounting will be replaced by new programs prepared in PL/1, a high level programming language which will simplify future maintenance and modification of the system.

ODP has worked closely with the Office of Finance in the development of system requirements and design specifications. Action plans have been prepared for programming and testing various elements of the system. The schedule is extremely tight; the objective is to have an operational system by October 1976.

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4. Telemetry Analysis and Display System (TADS)

ODP Responsibilities

The fundamental responsibilities of ODP in the development and implementation of TADS are acquisition, installation and operation of the computer equipment and software. More specifically these responsibilities involve:

- development of system specifications
- preparation of a request for approval
- evaluation of proposals
- contract award
- monitoring contracting performance
- installation of a system (hardware and software)  
for an initial operating capability by early FY-78
- acceptance testing system
- operation of the computer system
- maintenance of the computer system
- installation of follow-on equipment and software

These responsibilities require a thoroughly coordinated effort with the users of the system and other offices that are involved in the development, procurement, and installation of the system such as ORD and OL.

There are two types of TADS Stations:

Graphics Stations consisting of a graphic CRT display and an alphabetic/numeric CRT display.

A/N Stations consisting of an alphabetic/numeric CRT display only.

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In addition to this equipment, hard copy output will be provided by electrostatic plotters.

The TADS station equipment for the initial operating capability will consist of:

| <u>Quantity</u> | <u>Description</u>                       |
|-----------------|--|
| 2               | Graphic Stations (graphic and A/N CRT's) |
| 2               | A/N Stations (A/N CRT's only)            |
| 1               | Electrostatic Plotter                    |

It is anticipated that acceptance testing of this equipment can be completed by August 1977. Five additional graphics stations needed to support analysts in OWI and OEL are then planned for purchase with FY 1977 funds under equipment options contained in the basic TADS contract.

25X9 [REDACTED] are included in the FY 1977 budget for TADS.

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5. Payroll System

A significant list of required changes to the current Payroll System was prepared by the Office of Finance. This has now been reduced to a list which includes only those items that are essential to meet legal requirements. These changes apply to such items as new state tax gross formulas, Fair Labor Standards Act requirements, local taxes, and fire-fighters retirement contribution.

ODP has prepared an action plan for incorporating these changes into the Payroll System. In order to simplify these and future modifications to the Payroll System, programs are being prepared using the high level programming language PL/I.

Functional changes in the payroll process will also be reviewed and incorporated into the system when feasible. For example, microfiche is now being used for earnings records, and the potential use of optical character readers for time and attendance data input will be studied.

ODP anticipates that the Payroll System will require approximately seven personnel to develop and maintain the system software during FY-77.

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6. ODP Computer Systems Plan

Various control mechanisms are used to limit the expansion of computer equipment and computer costs to the minimum levels that are necessary to meet valid requirements, but the demands for computer support continue to grow. There are several obvious reasons for this trend. Computers are used when manpower is limited or reduced. The DCI's interest in achieving a paperless intelligence service has meant that more information is being stored and processed in computers. Newly hired analysts and engineers have been trained to use the computer as a tool, and they look for computer terminals and other forms of computer support when they begin their careers in the Agency. Major scientific and management programs, which depend heavily on computer support, are coming into fruition.

In January 1975, ODP updated its long range Computer Systems Plan to reflect revised schedule for acquisition of new computer systems and financial alternatives for purchasing equipment.

The objectives of the ODP Computer Systems Plan are:

- to increase computer capacity to meet current and projected workloads
- to achieve the advantages in function and performance that are available with newer computer technology
- to improve reliability and maintainability of computer systems
- to improve backup and redundancy
- to reduce operational costs
- to improve computer security

The IBM 360/195, an extremely powerful computer was identified as having a useful life long enough into the future to warrant its purchase, especially in view of favorable options for application of rental credits against the purchase price. In May 1975 purchase of the system was approved by the DCI. Annual rental of this system was averaging \$2,400,000. With the purchase plan, savings of over \$1,000,000 per year will be realized during the 5 year purchase period.

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In June 1975 contracts were negotiated to purchase other equipment components involved in the ODP Computer Systems Plan. These included three IBM 370/158 computers which were already installed on a rental basis and four IBM 370/168's for future installation. The net saving from these purchases was projected as \$35 million dollars through FY 1982. Additional details on ODP computer equipment may be found under TAB 10.

The major milestones in the Computer Systems Plan are as follows:

| <u>Milestone</u> | <u>Date</u> | <u>Action</u>  |
|------------------|-------------|--|
| 1                | Sep 1975    | Increase memory on 360/158-1 from 1 million to 2 million bytes                               |
| 2                | Nov 1975    | Increase memory on 360/195 from 2 million to 3 million bytes                                 |
| 3                | Dec 1975    | Install first IBM 370/168 computer   |
| 4                | Dec 1976    | Dedicate 360/65-1 to GIM and CAMS development  |
| 5                | Jan 1976    | Transfer VM interactive service from 370/158-2 to 370/168-1                                  |
| 6                | Feb 1976    | Transfer VM interactive service from 370/158-2 to 370/168-1                                  |
| 7                | Feb 1976    | Install 360/65-1 in GC-47 and dedicate to CAMS   |
| 8                | Apr 1976    | Complete transfer of CP/CMS interactive service users to VM interactive service on 370/168-1 |
| 9                | Apr 1976    | Remove 360/67-1 from GC-03 to provide space for 370/168-2                                    |
| 10               | Jun 1976    | Install 370/168-2  |
| 11               | Jun 1976    | Release 370/158-2  |
| 12               | Aug 1976    | Reinstall 360/67-1 on first floor for TADS   |
| 13               | Dec 1976    | Install 370/168-3  |
| 14               | Oct 1977    | Install 370/168-4  |
| 15               | FY 1978     | Install 370/168-5  |

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7. Personnel Assignment System (PERSIGN)

PERSIGN is the name given to an ODP project for the development of a new Manpower Control System. This system will consist of one basic computer record for all of the personnel data related to an employee. From this data base various files can be generated to produce personnel reports, actions, and information. The data base can be updated by on-line entry of new information through CRT terminals. The system is designed to be interactive between the user and his data giving the capability to respond to queries for the status of individuals or a particular group of individuals.

A major problem is in freeing up personnel resources from other projects to work on this project. The plan is to assign personnel from the GAS and CAMS projects when these projects become operational, currently scheduled for October 1976.

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8. Financial Resources System (FRS)

FRS is used for generating management information required for the planning and control of Agency resources i.e., positions and funds. The system provides automated statistical and financial information in varying detail and arrangements for all levels of management. Its outputs are an integral part of the analysis and presentation of the program, OMB, and Congressional budgets. During the operating year the system relates actual obligations and expenditures with the operating budget to produce monthly trend and deviation information.

This system is dynamic and frequent enhancements are added to make it more responsive to the management information needs of Agency users.

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